

**MINEOLA UNION FREE SCHOOL DISTRICT  
MINEOLA, NY**

**Business Meeting Minutes**

*The Mission of the Mineola Union Free School District is to inspire each student to be a life-long learner, pursue excellence, exhibit strength of character and contribute positively to a global society.*

**Board Goals - 2011-2012**

- ***Educational***
  - *To increase the use of assessment data (NWEA) to inform differentiated instruction thereby increasing individual student achievement*
  - *To continue our growth as professional learning communities focusing on common formative assessments to demonstrate individual student growth*
  - *Re-engage the community in the District's Strategic Plan with a specific focus on the quality indicators that define Mineola's expectations of academic excellence*
  - *Increase opportunities for participation in science and math research at the elementary and middle school levels*
  
- ***Facilities***
  - *Continue projects that incorporate "green" technologies that over time will decrease our dependency on fossil fuels*
  
- ***Finance***
  - *To continue the district initiative to actualize a five year plan to maintain a stable tax levy while minimizing loss of program*

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**DATE: February 16, 2012**

**LOCATION: Willis Ave. School**

**OPEN WORK SESSION      7:00 p.m. 2nd Floor Board Room**

**Board of Education**

Christine Napolitano, President  
William Hornberger, Vice President  
John McGrath, Trustee  
Irene Parrino, Trustee  
Terence Hale, Trustee

**Central Office**

Dr. Michael Nagler, Superintendent of Schools  
Jack Waters, Asst. Supt. for Finance & Operations  
Patricia Burns, Asst. Supt. of Curr., Instr., and Assessment  
Andrea Paggi, District Clerk

**A. Call to Order- 7:07pm**

**B. Pledge of Allegiance**

**C. Reading of Mission- Pat Burns**

**D. Moment of Silent Meditation**

**E. Dais & Visitor Introductions- Absent- Andrea Paggi    Pro-tem- Pat Burns**

## **F. High School Student Organization Report**

Tonight's report is by Matt Moro. The Boy's Varsity Basketball team has a playoff game tomorrow night at 6:45pm against Wantagh at the high school. Matt encouraged everyone to come out and show their support. The Boys Track team won and are training for states. The Girl's Varsity Basketball team lost their playoff game to Garden City but had a great season. Everyone is relieved to be done with midterms and that the 2nd quarter is complete. Spring sports will start in March: Lacrosse, Baseball, Softball and track. Seniors are in the process of completing applications for scholarships through the school. These will be awarded at the Senior Award Breakfast. The seniors will be hosting another "Kids Night" which includes various activities for the elementary school kids. Ms. Napolitano thanked Matt for his report.

The Superintendent introduced Rachel Martinez, a member of the Mineola Rockettes to the group. Ms. Martinez discussed the Winter Guard and the Home Show. She explained that the team members work very hard and put in many hours of practice in order to strive to be the best they can be. Ms. Martinez stated that the group has been very successful so far. They competed in Dayton and came in 4th place. On February 25th, Mineola H.S. will host "A Celebration of Color", the only Color Guard Show on Long Island. She asked that everyone come out and support the team. The Superintendent stated that the Color Guard has tripled in size in the past few years. The Home Show is an opportunity to fundraise. The Superintendent encouraged everyone to come out and support our team. It is one opportunity to see their performance since most competitions are out of state.

## **G. Old Business**

### **Amendment of Previously Approved Minutes**

**RESOLUTION# 52 - BE IT RESOLVED** that the Board of Education of the Mineola UFSD amends the previously approved minutes of the April 7, 2011 Workshop Meeting , in which the voting for Resolution #64 was recorded incorrectly:

<b>Yes:</b>	William Hornberger Christine Napolitano Terence Hale	<b>No:</b>	Irene Parrino John McGrath
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Correction:

<b>Yes:</b>	William Hornberger Christine Napolitano Terence Hale	<b>No:</b>	None
		<b>Abstain:</b>	Irene Parrino John McGrath

**Passed:** Yes

**Motion:** Terence Hale

**Second:** William Hornberger

Discussion: Dr. Nagler stated that it was brought to our attention that there were two abstain votes that were recorded as "no". This is correction.

**Yes:** Terence Hale  
Irene Parrino  
John McGrath  
William Hornberger  
Christine Napolitano

**No:** None

**Passed:** Yes

Ms. Napolitano asked the Board if there was any other old business. Mr. Hornberger asked for a time frame for the School Calendar 2012-2013. The Superintendent stated that we are still awaiting word from the state on the last date of the regents next year. Mr. Hornberger asked about the tax levy and how it is calculated. The Superintendent stated that there will be a presentation tonight on this topic. Also, at the next meeting, 3/1, we will have our first budget presentation. Mr. Hornberger inquired about the two clubs at the middle school, Math Olympiads and Chess club. Due to the late start date, after March 1, the stipend should be prorated for the teachers who accepted the position. Mr. Hornberger stated that in the future, we should not be talking about still filling club advisor positions in February. He feels these positions should be filled early in the year and suggested there should be a directive from the Board.

## H. New Business

### Annual Election and Budget Vote - May 15, 2012

**RESOLUTION #53 - BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District approves of the following information regarding the Annual Election and Budget Vote scheduled for May 15, 2012:

- (a) The District's Annual Election will be held on **Tuesday, May 15, 2012**.
- (b) The District Clerk be authorized to make all necessary arrangements for the registration of qualified voters and for the conduct of the District's Annual Election to be held on **Tuesday, May 15, 2012**, including the rental and delivery of voting machines and the publication of the necessary notices of public budget hearing, and of said registration, as required by law, in the **Mineola American and Williston Times**.
- (c) The polls on the date of the Annual Election will be open for the period from 6:00 a.m. to 9:00 p.m., both inclusive.
- (d) The polls for voting purposes at these locations will be designated as (1) Williston Park Village Hall ; (2) Hampton Street Elementary School; (3) Jackson Avenue Elementary School, and (4) Meadow Drive Elementary School.
- (e) Each of the Inspectors of Election and Registrars designated by the Board of Education serve for such Annual Election and be compensated in the sum of **\$10.00** per hour for their services.
- (f) The President of the Board of Education will be designated as Chairperson, calling the election to order.
- (g) The form and content of the notice of the Public Budget Hearing and of the registration of voters and the annual election including the dates, times and places thereof as set forth in such notices, all as prepared by the District Clerk and annexed hereto, be approved.
- (h) Dr. Nagler and Mrs. Paggi be designated as Poll Clerks to canvass "affidavit ballots" to meet at the Superintendent's Office on **Wednesday, May 16, 2012**, at 3:00 p.m. for such purpose.
- (i) The Budget Hearing will take place on **Thursday, May 3, 2012** at 7:00 p.m., at the Willis Avenue School, with regard to the special meeting.

- (j) A special evening registration of voters shall take place on **Tuesday, May 1, 2012**, from 4:00 p.m. to 8:00 p.m. at each of the following locations: (1) Hampton Street Elementary School; (2) Jackson Avenue Elementary School, and (3) Meadow Drive Elementary School.

**Motion:** John McGrath

**Second:** Terence Hale

Discussion: Ms. Parrino states that there is an error in line (j)- The year listed is 2011 and it should be 2012.  
Mr. Mc Grath moves to amend line (j) to state 2012.

**Motion:** John McGrath

**Second:** Terence Hale

**Yes:** Terence Hale                      **No:** None  
Irene Parrino  
John McGrath  
William Hornberger  
Christine Napolitano

**Passed:** Yes

A motion was made to accept amended Resolution #53:

**Motion:** John McGrath

**Second:** Terence Hale

**Yes:** Terence Hale                      **No:** None  
Irene Parrino  
John McGrath  
William Hornberger  
Christine Napolitano

**Passed:** Yes

**RESOLUTION# 54** - **BE IT RESOLVED** that the Board of Education of the Mineola UFSD adopts the following Meadow Drive SEQRA Resolution

**WHEREAS**, the Board of Education of the Mineola School District desires to embark upon a capital improvement project at the Meadow Drive School for a building addition; including a library and

**WHEREAS**, said capital improvement project at Meadow Drive School, is subject to classification under the State Environmental Quality Review Act (SEQRA); and **WHEREAS**, routine activities such as renovations to, or expansions of existing public school facilities by less than 10,000 square feet are classified as Type II Actions under the current Department of Environmental Conservation SEQRA Regulations (Section 6 NYCRR 617.5(8)); and

**WHEREAS**, the SEQR Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQRA; and

**WHEREAS**, the Board of Education, as the only involved agency, has examined all information related to the capital improvement project and has determined that the capital improvement project for renovations and improvements to Meadow Drive School is classified as a Type II Action pursuant to Section 617.5(8) of the SEQRA Regulations;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act; and

**BE IT FURTHER RESOLVED** that the Board of Education hereby declares that the renovations and improvements to Meadow Drive is a Type II Action, which requires no further review under SEQRA; and

**BE IT FURTHER RESOLVED**, that the Board of Education hereby shall forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the listed projects from the New York State Education Department.

**Motion:** John McGrath

**Second:** Terence Hale

No Discussion

**Yes:** Terence Hale                      **No:** None  
Irene Parrino  
John McGrath  
William Hornberger  
Christine Napolitano

**Passed:** Yes



2. **Instruction**

a. **Instruction: Summer Programs**

That the Board of Education approves the following 2012 Summer School Programs and Positions:

<u>Elementary (Location - Middle School)</u>	<u>Rate of Pay</u>
5 Elementary, Reading and/or ESL Teachers, K-4	Per MTA Contract
2 Teacher Aides	Per TA Contract
<u>Principal/Administrator</u>	
1 Principal/Administrator	Per AMSA Contract
SDA or SAS required Stipend	
<u>Willis Avenue: Jump Start Program</u>	
3 Elementary, Reading, and/or ESL Teachers	Per MTA Contract

b. **Leave(s) of Absence/Child Rearing**

1. That the Board of Education grants a request to Maureen Mekeel, for a Leave of Absence, for child-rearing purposes, using accumulated sick days, starting approximately May 1, 2012.

c. **Appointments Instruction**

1. The Board of Education approves the appointment of Al Weidlein, to the position of Principal for the 2012 Summer Special Education Program, March 1, 2012. Salary: \$16,606 as per AMSA contract.

d. **Appointment(S) Sub Teacher per diem**

The Board of Education approves the addition of the following candidates to the Per Diem Substitute Teacher List at a daily rate of pay, \$90.00:

<u>EMPLOYEE NAME</u>	<u>EMPLOYEE CERTIFICATION</u>
1. Alicia M. Zounek	Art

e. **Appointment(s) Club/Stipends**

That the Board of Education approves the following Club/stipend recommendations for 2011-2012 year:

<u>POSITION</u>	<u>EMPLOYEE NAME</u>	<u>STIPEND</u>
Mathletes Advisor	Lindsay M. Spanhake	\$898.00
Color Night Advisor	Annmarie J. Palumbo	\$2850 pro-rated from February 3, 2012 - June 30, 2012
Color Night Assistant	Jerrill Critchley	\$1938 pro-rated from February 3, 2012 - June 30, 2012

3. **Instruction: Committee on Special Education**

- a. That the Board of Education approves the CSE/CPSE/SCSE recommendations for programs and services for students with IEPs for the time period from 12/1/11 to 12/31/11.

4. **Instruction: Contracted**

That the Board of Education accepts the related services agreement and rider between Andretta Behavior Analysts and the Mineola UFSD for the 2011- 2012 school year.

5. **Civil Service**

a. **Appointments**

1. That the Board of Education approve the appointment of John Bregy III, to the position of Substitute Cleaner, effective February 21, 2012. Salary will be \$12.25 per hour.
2. That the Board of Education approve the appointment of Thomas Leek, to the position of Cleaner at the Middle School, effective February 16, 2012. Salary will be \$41,459 plus a 6 percent night differential on Step 1 (2009/2010 Custodial Salary Schedule). Probation is 26 weeks.
3. That the Board of Education approve the appointment of Guy Penny to the position of part time Bus Attendant in Transportation, effective February 27, 2012. Salary will be \$10.75 per hour on Step 1 (2008/2009 Teacher Aide Salary Schedule); probation is 26 weeks.

6. **Business /Finance**

a. **Treasurer's Report**

That the Board of Education accepts the Treasurer's report for the period ending December 31, 2011 and directs that it be placed on file.

b. **Approval of Invoices and Payroll**

That the Board of Education accepts the Invoices and Payroll for the period ending January 31, 2012

Warrant #13	\$1,399,303.11
Warrant #14	\$1,134,201.64
<b>TOTAL EXPENSES</b>	<b>\$2,533,504.75</b>

PAYROLL #13 & #14

General	\$4,050,496.68
Fund F	\$ 59,174.19

**TOTAL PAYROLL \$4,109,670.87**

c. **Budget Appropriation Adjustment**

**Budget Appropriation Adjustment**

1. That the Board of Education approves the acceptance of revenue in the amount of \$1,124.95 generated from a donation by the Mineola Teacher Aides Association to purchase a chair and love seat in memory of Lucy Knowles, and makes appropriation adjustments to the following Budget Code: 2110.200.07.0000.



**Walk -On Agenda:**

**RESOLUTION # 57 - BE IT RESOLVED** that the Board of Education of the Mineola Union Free School District hereby approves the terms and conditions of the Stipulation of Settlement resolving a certain matter between the District and the parents of a student classified by the District's CSE and identified by student number 15169; and

**BE IT FURTHER RESOLVED** that the Board of Education authorizes the President of the Board to execute the Stipulation of Settlement as approved on the Board's behalf.

**Motion:** John McGrath

**Second:** Terence Hale

Discussion: Ms Napolitano asked the Superintendent if he had anything to add. He stated that this item was the result of an impartial hearing.

**Yes:** Terence Hale  
Irene Parrino  
John McGrath  
William Hornberger  
Christine Napolitano

**No:** None

**Passed:** Yes

**J. Public Comments**

There were no public comments made this evening.

**K. Board of Education Reports**

Comments from Board President

Board Committee Report

Superintendent of Schools' Reports & Comments

Superintendent Comments

Capital Updates

Table Reports

Finance and Operations Report

Monthly Financial Report

Building and Grounds Report

Building Usage

Vandalism

Work order Status

Transportation Report

Special Reports

Public Questions - Board Committee Reports; Student Organization Report, Superintendent's Report; Table Reports (All Finance & Operations Functions); and Special Report

Superintendent's Report:

The Superintendent stated that tonight, Harbor Child Care is here to discuss their program and to discuss their interest in renting Willis Avenue. The Superintendent introduced the staff from

Harbor. Harbor is the largest not for profit in Nassau County with six locations and 200 staff people, who are pledged to excellence. It was stated that Harbor is very interested in the nice set-up of Willis Avenue and promised to bring a good crew of employees. Pamela Palosi, the Director of the Herricks location, stated that they service infants through pre-school. There are 17 classes and they are in the process of becoming NACE accredited. They run 3 UPK programs and out of 400 children about 110 are in UPK. Children and teachers are held to the highest standards. The speaker expressed her interest in this building, especially the bathrooms. The next speaker, Jill, was the founder and Executive Director. She stated that she started with 33 children in her home and in 1973 began to serve the under served children in the community. It was explained that they have been invited into communities. The curriculum is research based and they focus on the strengths of each child. The program provides assessments, conferences, as well as PT/OT services. Their program can handle special needs students. Another thing that the program does is visit senior programs and veterans. The goal is for the children to understand how rich they are even if they do not have a lot of money. Harbor has an Arts in education program which integrates arts into the curriculum. The children really love the arts and respond well to it. Harbor also has an obesity program and tries to educate the children and their families on good nutrition. The speaker stated that it is a joy to come to work each day knowing that you make a difference in children's lives. The speaker asked the Board if there were any questions. Mr. McGrath asked if Harbor would like to make Willis Avenue "site #7". The speaker stated that they do not currently have a child care facility in Mineola. The goal is to create a community for early childhood, adults and children on the spectrum. The speaker explained that the population that they service is very diverse and the goal is for everyone to learn to respect each others differences. Mr. McGrath asked if the majority of children serviced are from Herricks. The speaker stated that many are from Mineola. Ms. Parrino asked about the Adult Education Programs. Currently, they offer many programs for seniors, such as yoga and line dancing. Ms. Napolitano asked about the issue of the playground situation; at Willis Avenue there is just the one small outdoor playground and no field. The speaker did not see this as a problem because they have buses and there are many local parks. The Superintendent inquired if Harbor would be able to help out our parents who need before school care. The speaker stated that this is possible and they can also pick-up a child if the parent is unable to do so. All of their buses have an aide, in addition to the driver. They have a perfect driving record. Mr. Hornberger asked about the Universal Pre-K. It was stated that currently, Harbor runs Universal Pre-K for Garden City Park, New Hyde Park and Herrick. They utilize the Dial and the CORE assessments. Parents are notified twice per year. Many communities don't run their own Universal Pre-k programs. Harbor has run UPK for five years for GCP, NHP and Herricks. The cost is \$2700 per child, this is not a money maker; it is done for the community. Harbor was the first in the state to have an inclusion class. The Superintendent stated that there will be some start up time involved with all of this and Harbor is committed elsewhere until 2013. He stated that there will be further discussions together. The Superintendent stated that we will have further discussions about the next steps and be in touch. He thanked Harbor for the presentation.

The Superintendent stated the next presentation would be an explanation of the tax levy. He stated that we have been making adjustments all the time. The Superintendent stated that you would think a 2% levy tax would simply mean you would multiply this year's levy by 2%. however, this is not the case. There are formulas for determining the Levy Cap and it needs to be reported to the state by March 1st. There are things that we had no way of knowing regarding some of the items in the calculations. Most communities around us have increased numbers. Our increase in levy is 1.93%, without the Meadow library deuction the levy cap would be 2.6%. We need to be mindful of exemptions in future budgets. The Superintendent stated that when we put the budget together there is not alot of wiggle room. He stated after we look at staffing, we think can keep all

programs and have some enhancements. The Superintendent stated that all things considered we are in good shape. Mr. Hornberger stated that it seems that it is fluid and that we are being transparent. Ms. Napolitano asked we will have a first draft of the budget for the next meeting. The Superintendent stated there would be a first draft on March 1st. Mr. McGrath asked if the 1.93% would allow for building any reserves. The Superintendent stated that we can fund a capitol reserve but would need a vote to spend it. Can we anticipate a reserve? The answer is no. The Board asked if there were any questions from the public. A parent asked why not fund up to a 2% cap. The Superintendent stated that they are trying to be fiscal conservationists and keep it as low as possible.

The Superintendent stated that he had a few other announcements. There will be a Parent University on March 20th, the CCS and planning for the upcoming year. The Spain exchange left Tuesday, arrived safely and have settled into their guest homes. Choral night has been changed from February 29 to March 14th at 7pm. The Superintendent stated the government and teacher evaluation saga has come to an end. There is some kind of curve in the teacher evaluations. He does not have all the details yet. The Superintendent stated that he is in need of an executive session.

**L. Executive Session    Time: 9:30 p.m.**

At 9:30 pm, a motion was made for the Board of Education to go into executive session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

**Motion:** Terence Hale

**Second:** William Hornberger

**Yes:** Terence Hale

Irene Parrino

John McGrath

William Hornberger

Christine Napolitano

**No:** None

**Passed:** Yes

**M. Adjournment**      **Time:** \_\_\_\_\_ **p.m.**

**Motion:** \_\_\_\_\_

**Second:** \_\_\_\_\_

**Yes:** \_\_\_\_\_

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**No:** \_\_\_\_\_

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**Passed:** \_\_\_\_\_

Respectfully Submitted,

Andrea Paggi